

**Department of Personnel Administration  
Memorandum**

**TO: Personnel Management Liaisons (PML)**

<b>SUBJECT:</b> Contracting Out Update	<b>REFERENCE NUMBER:</b> 2011-033
<b>DATE ISSUED:</b> 08/09/11	<b>SUPERSEDES:</b> 2004-059 and 2006-010

This memorandum should be forwarded to:

**Personnel Officers  
Employee Relations Officers**

**FROM:** Department of Personnel Administration  
Labor Relations Division

**CONTACT:** Personnel Services Branch  
(916) 323-3343  
Fax: (916) 322-0765  
Email: [psb@dpa.ca.gov](mailto:psb@dpa.ca.gov)

Effective immediately, departments should continue to provide the designated exclusive representatives copies of current personal services contracts, Request for Proposals (RFPs), Invitations for Bids (IFBs), Standard Form 215 – Agreement Summary ( or the department's equivalent) that call for personal services found in the bargaining unit. The designated exclusive representatives are listed below:

**Bargaining Units 1, 3, 4, 11, 14, 15, 17, 20 and 21:**

Julie Cottle  
Research Department  
SEIU Local 1000  
1808 14<sup>th</sup> Street  
Sacramento, CA 95811  
(916) 554-1200  
Email: [jcottle@seiu1000.org](mailto:jcottle@seiu1000.org)

**Bargaining Unit 10:**

Kristen Haynie  
Consultant  
California Association of Professional Scientists (CAPS)  
660 J Street, Suite 480  
Sacramento, CA 95814  
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email: [kristenh@capsscientists.org](mailto:kristenh@capsscientists.org)

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**Bargaining Unit 16:**

Al Groh  
Executive Director  
Union of American Physicians and Dentists (UAPD)  
130 Grand Avenue, Suite 1380  
Oakland, CA 94612-2506  
email: [al@uapd.com](mailto:al@uapd.com)

**Bargaining Unit 19:**

Cliff Leo Tillman, Jr.  
Senior Business Agent  
AFSCME Local 2620  
2150 River Plaza Drive, Suite 275  
Sacramento, CA 95833  
email: [cliff.tillman@ca.afscme57.org](mailto:cliff.tillman@ca.afscme57.org)

If you have any questions, please contact the DPA Labor Relations Officer for the assigned bargaining unit.

/s/Julie Chapman

Julie Chapman  
Chief Deputy Director of Policy